



SUMMER INTERNSHIP PROGRAM

Division of Solid Waste Management

Solid Waste Technical Program

\$9.60 per hour

About the Tennessee Department of Environment and Conservation (TDEC)

The Department exists to enhance the quality of life for citizens of Tennessee and to be stewards of our natural environment by:

- Protecting and promoting human health and safety.
- Protecting and improving the quality of Tennessee's land, air, and water.
- Conserving and promoting natural, cultural and historic resources.
- Providing a variety of quality outdoor recreational experiences.

TDEC has approximately 2,900 employees working across Tennessee supported by a total budget of more than \$300 million with funding from fees for services, state parks revenue, federal sources, and the state general fund. TDEC is the chief environmental and natural resource regulatory agency in Tennessee with delegated responsibility from the U.S. EPA to regulate sources of air pollution, radiological health issues, solid and hazardous waste, underground storage tanks, water pollution, water supply, and groundwater pollution. TDEC has a central office in Nashville and eight (8) regional offices across the state serving as the primary point of contact for their respective regions.

About the Division of Solid Waste Management

The Division of Solid Waste Management (DSWM) is responsible for protecting the health and environmental quality for all Tennesseans through responsive and effective oversight of waste management activities. DSWM activities are land-based, regulating both solid waste and hazardous waste through specialized programs and functions. These include landfill permits, hazardous waste permits, state remediation program, used oil management, lead-based paint abatement, special waste, universal waste, and annual waste reporting. DSWM also provides valuable technical and financial assistance in the recovery and management of materials for reuse and recycling supporting Tennessee's end users and manufacturers.

Summary of Position

This internship position is based in the Division Central Office in Nashville, TN located at the William R. Snodgrass Tennessee Tower. The selected candidate will work within the Division of Solid Waste Management, specifically the Solid Waste Technical Program categorizing and organizing records. The selected candidate will also assist researching rules and laws for a Rule

package to be presented to the Underground Storage Tanks and Solid Waste Disposal Control Board. The position will also assist in the permitting of solid waste facilities not limited to regulatory compliance checks and reviewing of engineering and operations plans. Opportunities will also be available to work onsite at solid waste facilities with Environmental Field Offices across the State of Tennessee.

Potential assignment and topics include:

- Organizing and categorizing paper records in preparation for scanning to electronic records.
- Reviewing, organizing and categorizing electronic records.
- Research, draft reports, and collaborates with the program team on specific solid waste infrastructure concerning the development of an integrated solid waste management system for the state.
- In addition to the regular assignments, interns will be encouraged to attend regulatory board meetings, complete field visits with division staff, observe and participate in cross function site visits.

Knowledge, Skills and Abilities

The successful candidate will have a demonstrated ability to perform in the following areas in a fast past program environment:

- Technical Writing
- Organizational Skills
- Customer Service/Communication
- Statistical Analysis
- Research and Journal Literature Review
- Presentation skills and public speaking

Education / Experience:

Currently enrolled in a college or university in a field such as environmental science, physical sciences (e.g. physics, chemistry, geology, meteorology), ecology, sustainability or applied science in sustainability, life sciences (e.g. biology, microbiology, health physics or biophysics), environmental health, pre-medicine, engineering or other acceptable science or natural resource related program. Candidates must receive college credit for internship program and may be either undergraduate or master's level student.

Supervision:

All interns will have a primary supervisor who will be generally responsible for assigning work, providing feedback on performance, and sharing information on opportunities for additional engagement with the department. Additional staff will supervise interns on specific projects in collaboration with the primary supervisor. There will also be opportunities to interact with other

interns and members of the Division of Solid Waste Management that include Environmental Scientists, Engineers, Consultants and Fiscal Representatives.

All interested candidates should submit via email (**TDEC.Careers@tn.gov**) resume, cover letter, and contact information for internship coordinator at their college or university. Additional questions regarding the position should be sent to TDEC.Careers@tn.gov.

Beth Smith, Director

Office of Talent Management

Tennessee Department of Environment and Conservation

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TDEC is an AA/EEO/ADA equal opportunity employer.